

December 1, 2014

The Randolph County Board of Commissioners met in regular session at 6:00 p.m. in the 1909 Randolph County Historic Courthouse Meeting Room, 145 Worth Street, Asheboro, NC. Outgoing Commissioner Holmes was present to close out old business. Commissioners Frye, Haywood, Kemp, and Lanier were present. Commissioner Allen took his seat on the Board after taking his oath where noted in minutes. Dr. Bob Shackelford, RCC President, gave the invocation and everyone recited the pledge of allegiance.

Old Business/ Consent Agenda

On motion of Frye, seconded by Lanier, the Board voted unanimously to approve the Old Business/Consent Agenda, as follows:

- *approve minutes of 11/3/14 regular meeting and three sets of closed session minutes;*
- *adopt Proclamation honoring Harold Holmes, as follows:*

In Appreciation and Recognition of J. Harold Holmes

WHEREAS, *J. Harold Holmes, one of Randolph County's most distinguished citizens, has made numerous important contributions to the citizens of North Carolina and, in particular, Randolph County, through his role as community and county leader; and*

WHEREAS, *Mr. Holmes has served as a member of the Randolph County Board of Commissioners from 1994 to Present, representing Randolph County in exemplary fashion; and*

WHEREAS, *Mr. Holmes has served as Chairman to the Board of Commissioners since 2003; and*

WHEREAS, *Mr. Holmes was Randolph County's first County Manager from 1972-1975; and*

WHEREAS, *Mr. Holmes has been an advocate for county government on many critical issues; and*

WHEREAS, *Mr. Holmes continues to be active in the Asheboro Rotary Club, and is formerly a member of the Ramseur Jaycees and the Ramseur Lions Club; and*

WHEREAS, *during his tenure, Mr. Holmes has demonstrated his dedication to providing a better quality of life for all citizens by devoting countless hours serving on various boards, commissions and state, regional and local organizations; and*

WHEREAS, *Mr. Holmes has been recognized and received many awards and honors, such as the 2007 Randolph County Citizen of the Year by the Asheboro/Randolph Chamber of Commerce and the Partner in Progress for 2014 from the Randolph County Economic Development Authority; and*

NOW, THEREFORE, BE IT PROCLAIMED *by the Randolph County Board of Commissioners that we, too, acknowledge the talents, knowledge, leadership, and dedication of J. Harold Holmes and the altruistic manner in which he has devoted himself to the service of his fellow citizens. We take this opportunity to formally express our appreciation and give accolades to a man who is a true servant in every sense of the word.*

Comments by Chairman Holmes

Outgoing Chairman Holmes addressed the Board and attendees with a retirement speech, which

included county history, his thoughts, gratitude, appreciation, and well wishes. He said the members of the Board may not have always agreed on issues, but they always walked away as friends. He added that the knowledge, participation and experience of Commissioner Frye (32 years of service) and Commissioner Kemp (22 years of service) have been invaluable to him. He thanked the other Commissioners for allowing him the honor of being the chairman for the last eleven years. Mr. Holmes stated he had never missed a meeting in his twenty years as a Commissioner.

Mr. Holmes reviewed several projects the Commissioners have seen completed during his time as Commissioner. He concluded his farewell speech by saying that at the end of the day he hopes that everyone knows that he did what he thought was best for Randolph County.

County Employee Service Awards Presentation

Chairman Harold Holmes and County Manager Richard Wells, assisted by Human Resources Director Jill Williams, presented County employee service award certificates and a piece of pottery to the following honorees: 15 years of service: Linda T. Brewer, *Administration*; Jill N. Williams, *Administration*; Pamela J. Smith, *Day Reporting Center*; Christie D. McCorquodale, *Emergency Services*; Patricia K. Voncannon, *Emergency Services* (not present); Bryan E. Davis, *Health* (not present); Nathan A. Hinson, *Health* (not present); Carolyn D. Thomas, *Health*; Sheri T. Martin, *Information Technology*; John A. Sheppard, *Public Buildings*; Kimberly J. Heinzer, *Planning & Zoning*; Eric J. Martin, *Planning & Zoning*; Michael T. Blakely, *Sheriff*; Derrick P. Hill, *Sheriff* (not present); John B. Martin, *Sheriff*; Timothy D. Tollison, *Sheriff*; Tracey D. Wilkerson, *Sheriff*; Loretta W. Atkins, *Social Services*; Jane G. Lackey, *Social Services*; Theresa B. Mitchell, *Social Services*; Ruia V. Rogers, *Social Services*; Susan P. Williams, *Social Services*; Cynthia M. Hall, *Tax*. 20 years of service: Harold J. Holmes, *County Commissioners*; Kevin B. Loggains, *Emergency Services* (not present); Karen B. Rich, *Health*; Cathy W. Wall, *Health*; Richard S. Stockner, *Sheriff*; Eric T. Cranford, *Tax*; Paxton G. Arthurs, *Public Works*. 25 years of service: Timothy D. Jordon, *Emergency Services*; Arey R. Rash, *Health*; Joy M. Ratliffe, *Social Services*; Joyce H. Oliver, *Tax*. 30 years of service: Cynthia C. Grantham, *Health*; Diane R. Mitchem, *Information Technology*; Charles T. Hasty, *Sheriff*.

Recognition of Retiring County Manager Richard Wells

Richard Wells, who is retiring on January 31st with 24 years of service to Randolph County, eight of which he was the County Manager, was recognized by Chairman Holmes, after which, Chairman Holmes presented Mr. Wells with an engraved clock on behalf of the Board.

David Nicholson of the NCACC presented Mr. Wells with a watch for their appreciation of his service to a Board of Commissioners.

Recognition of Retiring County Commissioner /Chairman Holmes

County Manager Richard Wells recognized retiring Chairman Harold Holmes, who is retiring December 1st with 20 years as a County Commissioner plus service as the County's first County Manager from 1972 until 1975. Mr. Holmes was presented with a framed copy of Susan Harrell's commissioned seal that is painted on the front of the balcony wall inside the historic courthouse and the framed proclamation that was approved in the old business portion of the meeting. V. Chair Frye read the framed proclamation aloud and presented it to Chairman Holmes.

Special Recognitions

Senator Jerry Tillman recognized Chairman Holmes and County Manager Wells with the Long Leaf Pine Award from the NC Governor's Office.

Administration of Oaths of Office

The Honorable Judge Vance Bradford Long administered oaths of office to Soil & Water Conservation District Supervisors Matthew Canoy and Craig Macon, Commissioners Darrell Frye, Stan Haywood, and David Allen.

Adjournment

The old Board adjourned.

New Board Seated

At this time, the new Board was seated and the meeting was called to order. Commissioners Frye, Kemp, Lanier, Haywood, and Allen were present.

Election of Chair and Vice-Chair

On motion of Haywood, seconded by Lanier, the Board voted unanimously to elect Darrell Frye as Chairman.

On motion of Lanier, seconded by Haywood, the Board voted unanimously to elect Phil Kemp as Vice-Chair.

Administration of Oath of Office

Chairman Frye administered the oath of office to County Manager Hal C. Johnson.

Recess

At 7:10 p.m., the Board took a recess.

Regular Meeting Resumed

At 7:20 p.m., the Board returned to regular session.

Reorganization of the Board

On motion of Haywood, seconded by Allen, the Board voted unanimously to approve the following appointments: Chairman, Darrell Frye; Vice Chairman, Phil Kemp; County Attorney, Ben Morgan; Associate County Attorney, Aimee Scotton; Clerk to the Board, Amanda Varner; Deputy Clerk to the Board, Dana Crisco; Representative to the Board of Health, Stan Haywood; Representative to the Social Services Board, Arnold Lanier; Representative to the Juvenile Crime Prevention Council, David Allen; Transportation Advisory Committee (TAC) Representative to the High Point Metropolitan Planning Organization, Darrell Frye; Alternate Transportation Advisory Committee (TAC) Representative to the High Point Metropolitan Planning Organization (MPO), Stan Haywood; Piedmont Triad Rural Transportation Planning Organization (RPO) Advisory Committee (TAC) Representative, Stan Haywood; Alternate Representative to the Piedmont Triad Rural Transportation Planning Organization (RPO) Advisory Committee Representative, Arnold Lanier; Delegate to the Piedmont Triad Regional Council, Darrell Frye; Representative to the Piedmont Authority for Regional Transportation, Darrell Frye; Tourism Development Authority Liaison, Phil

Kemp; Representative to Sandhills County Commissioner Advisory Board, David Allen; Representative to the Sandhills Center Area Board of Directors to fulfill the unexpired term of Harold Holmes (expires 9-1-2015), David Allen.

Public Comment Period

Pursuant to N.C.G.S. § 153A-52.1, Chairman Frye opened the floor for public comment. County Attorney Ben Morgan read aloud the Public Comment Rules of Procedure.

Addie Luther, 828 Martin Luther King, Jr. Dr., Asheboro, spoke and reassured East Side Home, DBA ESH Limited Partnership is alive and well. She said the past year they spent time recruiting residents for the eighteen units of housing, which she stated was successful. She invited the Commissioners to stop by to visit the facility.

Dana Romaine, Randleman, spoke against the approval at the November meeting to use forfeiture money to purchase license plate scanners by the Sheriff's office. Ms. Romaine said she felt like the taxpayers should have a say in how those funds are spent. She said that it was a lot of money to spend on something that no one knew whether it would be successful in helping with locating wanted criminals or for Amber and Silver Alerts. She also said she has an issue with the privacy that would be given up due to the use of tag scanners. Ms. Romaine felt like they would be scanning everyone's tags and obtaining information on people who have done no wrong, stating that her car is an extension of her home. She asked that when the Commissioners approve such expenditures in the future that they research the item a little more to not infringe upon privacy and taxpayer rights.

Alan Ferguson, 4794 Troy Smith Rd., Liberty, said as we all know, there has been much written, spoken of, and speculated about regarding attracting quality jobs to Randolph County and that much of the discussion has centered on the proposed mega site project in Randolph County.

He said the information given about jobs has emphasized the high quality of jobs the mega site might bring after the public has paid to put the land, zoning, and infrastructure in place. He said that Randolph County is holding a substantial sum of money for the purchase of the mega site land and may be called upon to pay substantial sums above that. His fear is that there are those who are too easily taking at face value the sunny promises made by the Greensboro developers that a mega site development will bring big paydays to our citizens.

On November 27, Mr. Ferguson said that an article appeared in the Reuters News Service entitled, "*Manufacturing's False Promise of a Decent Payday.*" He summarized the article saying that it pointed out that many industry jobs no longer resemble the ones that built America's middle class. He said the authors pointed out that by 2013 the median wage for workers in manufacturing was 7.7 percent less than that of the typical American worker and that one in four make less than \$11.91 per hour. They paid particular attention to auto jobs as the embodiment of the traditional family-supporting job we hear so much about. Three out of four "auto workers" today work at an auto-parts manufacturer. The authors used as an example a worker at a plant in Mississippi making seats for the nearby Nissan plant. A worker makes \$11.60 per hour after 10 years there, and has no prospects for a raise because he/she has already hit the wage ceiling. Nationally, workers at auto-parts plants are paid one-third less than workers at assembly plants and their "real wages" have fallen 14% in the past decade. Auto-parts plant new hires in Tennessee, South Carolina, Ohio, Indiana, and Michigan are

paid ¼ less than the median for parts workers in their respective states. He said, on a national level, 14% of all auto-parts workers are employed by temp agencies and typically receive few of the benefits and job security enjoyed by permanent employees.

Mr. Ferguson pleaded with everyone to continue to look at all of the evidence before them. Before decisions to pay millions of dollars toward the development of the Greensboro-Liberty mega site, he said everyone should “pay very close attention not just to job creation, but also to the quality of the jobs we are paying for as taxpayers as there needs to be more than sunny promises. Otherwise, we will accomplish little more than walking past real opportunities while we pay millions of dollars for the kind of jobs which may come our way without a leg-up from the taxpayers of this county.”

Warren Brown, 2413 Bescher Chapel Rd., Denton, expressed his outrage over the actions of Sheriff Maynard Reid. He stated that on Wednesday, November 26, 2014, letters were served to 26 members of the Sheriff’s Office informing them they would not be re-sworn in on December 1. He said it is believed that 13 were non-active reservist and the other 13 were full-time officers with various ranks; and with as much as 22 years of service. He said at least two were the sole providers for their families due to medical reasons.

Mr. Brown said that as an employer himself, there are times you must dismiss an employee, but that he felt the mass dismissal was unacceptable. He stated that one of the employees dismissed was his wife Corporal Connie Brown. He said she had been an employee for 15 years with superior annual reviews and not one write-up. Mr. Brown stated that this action has violated moral law and he wanted to see changes. He said each of the Commissioners had been “elected to be caretakers for the citizens of the county and that it was time to take a stand and serve the people.” He asked that there be action taken.

Connie Brown, 2413 Bescher Chapel Rd., Denton, stated that up until the 26th of November she had been employed as a Deputy Sheriff in Randolph County dutifully carrying out her sworn obligation to serve the people of the county for the last 15 years. Ms. Brown echoed her husband’s frustrations over the recent firings in the Sheriff’s Office and asked a number of questions including questions regarding the Sheriff’s health, his wife’s position with the County, and rumors as to why certain deputies were let go.

Lana Smith, 117 Trollinger St., Randleman, stated that she was one of the deputies that received a dismissal notice. She asked that she and the others be given an explanation as to why.

Jon Nance, 3483 New Hope Church Rd, Asheboro, read "The Gods of the Copybook Headings," a poem by Rudyard Kipling written in 1919. Mr. Nance said he interpreted the poem’s underlying theme to be that “the pursuit of the all mighty dollar isn’t always the right pursuit.”

Janet Pate, 3901 Hillsdale Park Dr., Sophia, said her heart goes out to those who have lost their jobs. She said she has encouraged others for the last four years to come and speak out when things don’t seem right. Ms. Pate said she had been blessed in her life and that if a fund was established she would be willing to donate to help these families through the holidays.

Chairman Frye thanked everyone for participating in the public comment period. He said that every member of the Board had been contacted in regards to the dismissals. Mr. Frye said the statues are very clear in regards to authority granted to commissioners. NCGS 153A-103, which sets limitations granted to a board of commissioners in regards to employees of the Sheriff's Office and the Register of Deeds, states *each sheriff and register of deeds elected by the people has the exclusive right to hire, discharge, and supervise the employees in his office.* Mr. Frye stated the Board takes the comments that were given seriously and can choose to discuss or take it under advisement if anything further needs to be done.

Commissioner Haywood thanked those who spoke and stated it is a positive thing that the citizens feel the freedom to address the Board. He encouraged citizens to continue to do so as he feels it makes it easier to make decisions when he knows the thoughts of the people.

Chairman Frye said that several local government boards have moved their public comment period to the end of their agenda, feeling maybe it was to discourage people from coming to speak, but that as long as he was Chairman, it would remain at the beginning. He thanked those attending for their patience in getting to the public comment period at this meeting.

Change to New Business Agenda

Vice Chairman Frye announced the addition of *Item H. Approve RCC Capital Project Ordinance Budget Amendment (Cosmetology Center)* to the New Business Agenda.

Consent Agenda

On motion of Kemp, seconded by Allen, the Board voted unanimously to approve the Consent Agenda, as follows:

- *approve surety bonds for the following elected and appointed officials: Finance Officer Will Massie (\$500,000); Deputy Finance Officer Suzanne Dale (\$500,000); Tax Collector Debra Hill (\$300,000); Deputy Tax Collectors: Sallie Cheek (\$200,000), Revonda Cox (\$200,000); Deputy Finance Officers for Jail Commissary: Phyllis Calloway (\$10,000), Judy Brown (\$50,000), JoAnn Sapp (\$10,000); Sheriff Maynard Reid (\$25,000), Register of Deeds Krista Lowe (\$50,000);*
- *designate the Chairman of the Board of Commissioners (Chief Elected Official) to the Regional Partnership Local Workforce Development Area Consortium Chief Elected Official Board. (Annually);*
- *approve Budget Amendment #16 for 2014 Merit Program, as follows:*

2014-2015 Budget Ordinance		
General Fund—Budget Amendment #16		
Revenues	Increase	Decrease
Appropriations	Increase	Decrease
<i>Administration</i>		<i>\$116,985</i>
<i>Information Technology</i>	<i>\$3,822</i>	
<i>Tax</i>	<i>\$5,766</i>	
<i>Elections</i>	<i>\$355</i>	
<i>Register of Deeds</i>	<i>\$1,083</i>	

<i>Public Buildings</i>	\$2,521	
<i>Sheriff</i>	\$37,141	
<i>Emergency Services</i>	\$12,053	
<i>Building Inspections</i>	\$2,341	
<i>Adult Day Reporting Center</i>	\$1,000	
<i>Juvenile Day Reporting Center</i>	\$1,509	
<i>Planning & Zoning</i>	\$1,536	
<i>Cooperative Extension</i>	\$265	
<i>Soil & Water</i>	\$234	
<i>Public Works</i>	\$1,212	
<i>Public Health</i>	\$13,746	
<i>Social Services</i>	\$24,110	
<i>Veteran Services</i>	\$746	
<i>Child Support Enforcement</i>	\$2,196	
<i>Public Library</i>	\$5,349	

- approve Budget Amendment #17 for Soil and Water (Donations Received), as follows:

2014-2015 Budget Ordinance General Fund—Budget Amendment #17		
Revenues	Increase	Decrease
<i>Miscellaneous Revenues</i>	\$6,150	
Appropriations	Increase	Decrease
<i>Soil and Water</i>	\$6,150	

- approve Budget Amendment #18 for Public Health (HE/CD/CC4C/PCM), as follows:

2014-2015 Budget Ordinance General Fund—Budget Amendment #18		
Revenues	Increase	Decrease
<i>Restricted Intergovernmental</i>	\$13,807	
<i>Sales and Services</i>	\$19,387	
<i>Miscellaneous Revenues</i>	\$5,000	
Appropriations	Increase	Decrease
<i>Public Health</i>	\$38,194	

- reappoint Vickie Wilson and Appoint Matt Queen, Ashley Kuehl, John Voncannon, Lynn Dodge, Brandon Powell and Rick Dawes to the Randolph County Juvenile Crime Prevention Council;
- appoint Ross Holt to the Randolph County Tourism Development Authority to replace Hal Johnson as the County Government Commissioner Appointee, effective January 1, 2015;
- appoint David Caughron as the Chairman for the Tourism Development Authority effective January 1, 2015;
- reappoint Christine Caviness to the Randolph County Adult Care Home Community Advisory Committee;
- adopt Resolution appointing Jay Dale & Jeff York as County Plat Review Officers, as follows:

RESOLUTION APPOINTING REVIEW OFFICERS
(Randolph County)

WHEREAS, the G.S. 47-30.2 requires the Board of County Commissioners in each County, by resolution, to appoint a person to serve as Review Officer to review each plat before it is recorded and certify that it meets the statutory requirements for recording; and

WHEREAS, it is the desire of the Randolph County Board of Commissioners to insure an expeditious review of all maps and plats as required by G.S. 47-30.2 before they are presented to the Register of Deeds for recording.

NOW THEREFORE, BE IT RESOLVED, effective December 1, 2014, that Gerald L. Dale, Jr. and Jeffrey E. York in the Randolph County Planning Office are hereby appointed to perform all responsibilities as required for Review Officer under the appropriate North Carolina General Statutes.

BE IT FURTHER RESOLVED that a copy of this Resolution designating these Review Officers be recorded in the Randolph County Register of Deeds Office and indexed in the name of the Review Officer.

- approve Fee Increase for Pap Testing from \$15 to \$25 for Health Department;
- approve Budget Amendment #19 for Public Health (CD- Immunization Awareness), as follows:

2014-2015 Budget Ordinance		
General Fund—Budget Amendment #19		
Revenues	Increase	Decrease
<i>Restricted Intergovernmental</i>	\$13,759	
Appropriations	Increase	Decrease
<i>Public Health</i>	\$13,759	

- approve Budget Amendment #20 for Emergency Services (\$5,240 Cancer Center Donation), as follows:

2014-2015 Budget Ordinance		
General Fund—Budget Amendment #20		
Revenues	Increase	Decrease
<i>Miscellaneous Revenues</i>	\$5,240	
Appropriations	Increase	Decrease
<i>Emergency Services</i>	\$5,240	

Public Hearing and Consideration of Economic Incentives for H & H Furniture

At 8:01 p.m., the Board adjourned to a duly advertised public hearing to receive public comments on the County's pending application on an economic development Building Reuse Grant for H & H Furniture.

Kevin Franklin, Existing Business and Industry Coordinator, Randolph County Economic Development Corporation stated H & H Furniture Manufacturers, Inc. is a privately-held company located in Seagrove and well known in that community. He said the company has been well managed

by Ken Hill and his leadership team and has a great reputation as a manufacturer of quality upholstered furniture. It was founded in Seagrove in 1979 and the company has grown significantly over time. Today, H&H has 124 full-time employees, making it the largest employer in Seagrove and in the southern part of the county. Due to continued growth in business, H&H Furniture has reached production capacity at its current facility at 236 N. Broad Street and is in need of additional production space to meet current and projected business opportunities. H&H Furniture owns the facility at 295 S. Broad Street in Seagrove and is seeking to expand into this building which has been vacant since August of 2010.

Mr. Franklin said that the expansion would add production capacity, specifically an additional upholstery operation, as well as warehouse space for fabric to serve both facilities. All existing jobs would be retained and 20 new full-time jobs would be created within an 18-month period. The new jobs would pay an average annual wage of \$20,280, providing much needed jobs and a career opportunity in a legacy sector for local residents.

He said that this expansion would require investment of \$227,500 in renovations to the building, and the company has committed to an additional investment of \$262,000 for purchase of new equipment. The company has requested assistance via a Building Reuse Grant to assist with the cost of building renovations. The grant request is \$100,000 and the company is required to match the grant funds dollar-for-dollar in the renovation project. The grant also requires a 5% match by the local government applicant. Mr. Franklin stated the match requirement for this project would be \$5,000. The Town of Seagrove has authorized submission of the application and reallocated funds in a very tight budget to pay 50%, or \$2,500, of the required match. Mr. Franklin, at the request of the Town of Seagrove, asked that Randolph County partner with Seagrove in this grant program by contributing an equal share of \$2,500 with them. He said contingent upon grant approval, the Town of Seagrove and the Randolph County EDC will administer the grant and manage the contracts with the company and the NC Department of Commerce.

The Building Reuse grant is a state funded program that Randolph County and its municipalities have used very successfully over the past several years to assist private companies seeking to occupy vacant buildings. He said that the company must commit to new job creation within 18 months of the grant award. The grant pays up to 50% of eligible costs at \$5,000 per job to repair or renovate a vacant building. The grant is structured as a deferred forgivable loan made to a unit of government, in this case the Town of Seagrove, which is then re-loaned to the company. The loan is forgiven if the company meets the job creation requirements. It must be repaid by the company on a pro rata basis for any jobs not created and retained for 6 months at the close of the grant.

Mr. Franklin requested approval of a grant match in the amount of \$2,500, providing an equal sum with the Town of Seagrove, to complete the \$5,000 match requirement for this Building Reuse Grant. He said the grant application had been submitted and grant awards will be announced on December 18, 2014 and that decisions are made by an appointed Board that operates within the NC Department of Commerce.

Chairman Frye called for public comments or questions and no one spoke. The public hearing was closed.

On motion of Lanier, seconded by Kemp, the Board voted unanimously to approve providing 50% of the required grant match, for a Building Reuse Grant applied for by the Town of Seagrove on behalf of H & H Furniture Manufacturer, a total of \$2,500.

Public Hearing Set for Consideration of Economic Incentives

Bonnie Renfro, President of Economic Development Corporation (EDC), presented a request to set a public hearing for a company named Vault LLC. It is a High Point based manufacturing and technology company that produces tablet protection enclosures for industrial and commercial users.

Demand for their tablet protection products is growing and they are considering expanding to the long vacant industrial building located at 1004 Old Thomasville Road in High Point in Randolph County. The building was most recently occupied by Arpel Leather and has been vacant since 2012.

The company plans to purchase the 39,100 square foot facility and to make repairs that make the building usable for their use. The client will invest \$1 million to purchase, renovate and equip the facility. They have committed to 40 new jobs within two years at an average annual wage of \$33,250 and would provide health care benefits. They have requested assistance via a Building Reuse Grant to assist with the cost for repair and renovation of the facility.

Ms. Renfro said that the company is committed to the employment of veterans, including disabled veterans and dislocated workers needing a new start. They offer rapid advancement for employees that are committed to work.

The deadline for the next Building Reuse Grant round is January 7, 2015. To meet this deadline, Ms. Renfro requested that a public hearing be scheduled for January 5, 2015 to consider application for this grant. The proposed state grant amount is \$181,071 and the county would be asked to match 5% or \$9,054. Ms. Renfro said they are talking with other potential partners that are considering assistance with a portion of the grant match.

The consensus of the Board was to set a public hearing for January 5th at 6:30 p.m. to consider economic incentives for Vault LLC.

Rezoning Public Hearing

At 8:09 p.m., the Board adjourned to a duly advertised public hearing to consider rezoning requests. Jay Dale, Planning Director, presented the following requests, and Chairman Frye opened the public hearing for comments on the requests and closed it before taking action.

WAYNE BESCHER, Denton, NC, is requesting that .60 acre (out of 123 acres) located at 6178 Farmer Denton Road, Concord Township, be rezoned from HC to RA. Rural Growth Area. Tax ID# 6699883788. It is the desire of the applicant to use the property for residential purposes. The Planning Board reviewed this request at public meeting on November 5, 2014, and unanimously recommended that this request be approved. The Planning Board found the following policies within the 2009 Growth Management Plan that support determination of consistency with the adopted plan with this recommendation:

Policy 6.5 The protection of viable rural neighborhoods should be encouraged by compatible residential development to insure the continued existence as a major housing source and as a reflection of the long term quality of life in Randolph County.

Board of Commissioner Resolution Adopting the Growth Management Plan, Policy #2. Recognize that growth management policies should afford flexibility to County boards and agencies that will enable them to adapt to the practical requirements often necessary for rural development.

No one spoke during the public hearing.

On motion of Lanier, seconded by Kemp, the Board voted unanimously to approve the request of Wayne Bescher, as determined consistent with the standards and policies contained within the Growth Management Plan and outlined in the recommendations provided by the County Planning Board.

WALTER HOPKINS, Denton, North Carolina, is requesting that 1.4 acres (out of 40.87 acres) located at 9260 NC Hwy 49 South, New Hope Township, be rezoned from RA to RBO. Rural Growth Area. Tax ID# 6687720861. It is the desire of the applicant to use the property for rural business use. The Planning Board reviewed this request at public meeting on September 9, 2014, and unanimously recommended that this request be approved. The Planning Board found the following policies within the 2009 Growth Management Plan that support determination of consistency with the adopted plan with this recommendation:

Policy 4.1 Provide for sites in Randolph County jurisdiction where rural commercial activity can locate with the goal of increasing economic activity, job creation, and the provision of services to the rural community.

Commissioner Resolution Adopting the 2009 Randolph County Growth Management Plan, #3. Ensure the opportunity for landowners to achieve the highest and best uses of their land that are consistent with growth management policies in order to protect the economic viability of the County's citizens and tax base.

Commissioner Lanier asked that he be recused. The Board agreed on the basis that Mr. Lanier leases property from Mr. Hopkins.

No one spoke during the public hearing.

On motion of Kemp, seconded by Allen, the Board voted 4-0 to approve the request of Walter Hopkins, as determined consistent with the standards and policies contained within the Growth Management Plan and outlined in the recommendations provided by the County Planning Board.

ACE AVANT CONCRETE CONSTRUCTION, High Point, NC, is requesting that 18.28 acres located at 5320 Poole Road, New Market Township, be rezoned from RBO-CU to RBO-CD. Primary Growth Area. Randleman Lake Watershed. Tax ID# 7737351366. The proposed Conditional District would specifically allow a business office for a concrete construction company as per site plan. The Planning Board reviewed this request at public meeting on September 9, 2014, and unanimously recommended that this request be approved. The Planning Board found the following policies within the 2009 Growth Management Plan that support determination of consistency with the adopted plan with this recommendation:

Policy 3.1. Industrial development should be on land that is physically suitable and has unique locational advantages for industry. Advanced planning for the identification of such land should be encouraged.

Commissioner Resolution Adopting the 2009 Randolph County Growth Management Plan, #3. Ensure the opportunity for landowners to achieve the highest and best uses of their land that are consistent with growth management policies in order to protect the economic viability of the County's citizens and tax base.

Michael Somero, VP of Ace Advant, spoke. He said the company began in 1990 in High Point. In 1994 they built their current operation which is located in the Archdale Industrial Park. They have 15,000 square feet, but in the past 20 years have grown and are presently operating in some mobile office space and leasing an additional 10,000 square feet of warehouse space in Thomasville. They are looking for some property that will support their current operations. He said they have 240 employees. They are a subcontractor that does concrete construction, but they do not manufacture concrete. They also do site grading and site utility work. This use would be for office, mechanic shop, and warehouse space just as their Archdale location. Mr. Somero stated that they were looking for the Commissioners to approve this rezoning request contingent on the purchase of the property. They do not want to purchase if it is not able to be rezoned. Seller wants to keep the existing zoning if it is not purchased.

Aundrea Engleman, Piedmont Properties representative, 310 Knollcrest Rd., Mocksville, spoke on behalf of the seller and said the seller is in complete support of the rezoning if Ace Advant purchases the property. Ms. Engleman said during due diligence an applicant can withdraw or postpone final rezoning hearing, but they would have had to give notice to the County within five days of planning board approval, which they were not aware of during their due diligence. She said that there is an Ace Advant board of directors meeting to approve the purchase December 10th or 11th. She asked if a decision could be postponed until the January meeting to give the company time to make a decision.

Commissioner Kemp asked for counsel's advice on this matter. County Attorney Ben Morgan stated that there is no contingent rezoning; it is either approved or denied. If the property is rezoned at this meeting and for some reason a closing does not go forward, the owner would have to do a new filing fee and application to have it rezoned back to RBO-CU.

Chairman Frye recommended the parties postpone the request until the January meeting, which would give the company time to make their decision. Mr. Somero and Ms. Engleman agreed they would like to postpone.

On motion of Allen, seconded by Kemp, the Board voted unanimously to postpone the request until the January meeting.

Approval of Franchise Renewals for Ash-Rand and Piedmont Triad Ambulance Rescue

Emergency Services Director Donovan Davis said the ambulance franchises for Ash-Rand Rescue and EMS, Inc. and Piedmont Triad Ambulance and Rescue, Inc. are set to expire at the end of December 2014 and recommended they be renewed for another two years, expiring at the end of December 2016. He said that each agency has successfully completed and submitted the renewal application requirements, along with the required renewal fee (\$500 each) and have been reviewed by Ms. Aimee Scotton, Associate County Attorney.

On motion of Haywood, seconded by Lanier, the Board voted unanimously to approve franchise renewals for Ash-Rand and Piedmont Triad Ambulance Rescue, as requested.

Approval of Revisions to the Aging Services Planning Committee By-laws

Candie Rudzinski, Executive Director of the Randolph County Senior Adults Association, presented revisions to the by-laws of the Randolph County Aging Services Planning Committee. At their regular meeting held on October 14, 2014, ASPC committee members responded to a request from the Piedmont Triad Regional Council (PTRC) to move their meeting date to after the 15th of the month. She said this request was made because pertinent information cannot be reported until after the 15th of each month, and the PTRC felt it to be in the best interests of all county planning committees to make decisions based on the most up to date information available. ASPC committee members agreed and voted to change their regular meeting date from the second Tuesday of each month to the fourth Tuesday of each month. The PTRC also recommended that planning committees not meet in the months of July and December, therefore changing the elections of chairman and vice chair to August instead of July.

On motion of Haywood, seconded by Allen, the Board voted unanimously to approve the revisions to the Aging Services Planning Committee By-Laws, as presented.

Approval of the Randolph County Travel Policy

Chairman Frye said that the request to amend the travel policy was presented at a previous meeting, but the Board had additional questions about the changes and approval was postponed. He said any policy of this nature is intended and necessary to provide transparency in the expense reports of any employee or Commissioner in Randolph County when they travel. He asked Finance Officer Will Massie if he had any additional comments about the revised policy.

Mr. Massie said the concern of the board back in October was that the reimbursement rates had not been updated. He said that several items have been updated to clarify requirements for reimbursement of eligible business expenses and to comply with tax regulations and the proposed new Policy leaves discretion with the County Manager and department heads to address any unusual circumstances.

First, overnight travel was authorized but the circumstances were not defined. The new policy states the employee can be authorized for overnight travel if the destination is at least ninety miles away. Any out-of-state travel must be approved by the department head and County Manager.

The new Travel Policy updates reimbursement for meals when the employee is conducting County business out of the county. In accordance with IRS regulations, the meal reimbursement will be treated as a taxable benefit unless the meal is during overnight travel. The proposed policy uses the federal General Services Administration (GSA) per diem rates for all meal reimbursement. The employee will be reimbursed the GSA specific meal per diem rates applicable to the out-of-county location, which can be determined from the GSA website. He said that this method will update the County's eligible per diem and address higher travel costs to major metropolitan areas.

The new Policy makes clear it is the employee's responsibility to pursue any refunds due to their cancellation of registration or reservations.

He requested the Board adopt the new travel policy and make it effective January 1, 2015.

County Manager Johnson added that the policy was reviewed by all the department heads and they support the amendments to the policy.

Chairman Frye said that he felt sure on a per Commissioner basis that Randolph County has the lowest travel expense of any county in North Carolina.

On motion of Kemp, seconded by Lanier, the Board voted unanimously to approve the Randolph County Travel Policy, effective January 1, 2015, as follows:

RANDOLPH COUNTY TRAVEL POLICY

I. PURPOSE

Randolph County employees may incur travel costs while conducting official business for the benefit of the County, including attendance at professional training, and expect to be reimbursed for such reasonable expenses. Randolph County has a fiduciary responsibility to ensure public funds are used prudently. It is the intention of this policy that employees do not incur excessive expenses, or gain financially on business trips. The County's Travel Policy provides for reimbursement to employees for approved expenses that are incurred as part of their responsibilities as County employees, which would not otherwise be incurred.

This policy is designed to accomplish the following:

- Ensure all Randolph County Employees have a clear and consistent understanding of the policies and procedures for business travel and expenses.*
- Ensure employees are reimbursed for legitimate business travel expenses.*
- Provide employees who must travel with a reasonable level of service and comfort at the least possible cost.*
- Provide the appropriate level of accounting and business controls for the County to ensure that expenses are reviewed and approved by the appropriate person.*
- Comply with all applicable federal and state tax regulations related to business travel reimbursements.*

II. GENERAL PROVISIONS

- A. These requirements apply to all County employees. All advisory board members are subject to these guidelines, unless exempted by County Commissioners. In the event of extraordinary circumstances, exceptions may be authorized by the County Manager at his or her discretion.*
- B. The County Commissioners are not required to adhere to these guidelines. They are provided monthly travel allowances for in-County travel and are reimbursed actual costs for out-of-county travel.*
- C. Travel is contingent upon the availability of funds in the departmental budget. Department heads are responsible for managing their travel costs. Department heads shall ensure that all charges and expenses are in compliance with and adhere to this policy.*

- D. *Overnight travel can be authorized for employees traveling to destinations of at least 90 miles from the employee's normal place of work. Department heads may make exceptions on a case-by-case basis (ex. employees attending multi-day workshops and seminars, or responsible for organizing conferences).*
- E. *Out-of-state travel and any exceptions to this policy must be supported by the department head and submitted to the County Manager for prior approval. The Out-Of-State Travel Request and Authorization Form shall be submitted to the County Manager before any travel costs are incurred. Program materials such as an agenda must also be submitted as supporting documentation.*
- F. *Employees are encouraged to use their assigned purchase card for non-meal costs when possible. However, employees may elect to pay all expenses out of personal funds and request reimbursement within 30 days of completed travel using the Employee Travel Expense Report, signed by the employee and supervisor. The request shall specify the employee, dates of travel, destinations, purpose of travel, times of departure and return, as well as all reimbursable expenses.*
- G. *Meals will be reimbursed when related to travel while the employee is on County business outside of the county. Employees must file for meal reimbursement using specific procedures outlined in this policy, depending on whether the travel was day or overnight.*
- H. *Travel advances must be approved by the department head and the County Finance Officer. When possible, requests should be made two weeks in advance along with a copy of the conference or workshop schedule attached. The minimum cash travel advance will be \$50.00. Travel advances furnished to the employee will be accounted for as a receivable from the employee until cleared by submitting the allowable travel expenses. The travel request forms shall be completed accurately and in detail to be considered. After returning to work, the employee shall submit the travel reimbursement form with appropriate receipts to the finance office within five working days, including any amount due back to the County. If receipts total more than the travel advance, payment to the employee will be made on the next scheduled check run.*
- I. *When an employee is accompanied by a spouse, family member, or friend, the employee shall absorb all additional expenses incurred as a result of their presence. Only direct expenses of the employee will be considered reimbursable by the County.*
- J. *Registration fees for conferences and meetings which are required in the performance of an employee's responsibility are reimbursable. Program materials such as an agenda must be submitted as supporting documentation. Employees may not claim any additional reimbursement for meals that are already included in lodging, registration fees or otherwise provided to attendees.*
- K. *For the actual costs of hotel/motel charges, common carriers, parking charges, registration and workshop fees, and road, bridge and ferry tolls, receipts are required and must be attached to the County's travel reimbursement form. Tips are at the discretion and expense of the employee.*
- L. *Other personal expenses not specifically related to the business necessity of the travel are not reimbursable. (See VII.B.)*

M. *This policy excludes and does not apply to employees who are granted exceptions per prior approval by the County Manager or action of the County Commissioners. In those cases, only actual out-of-pocket costs will be reimbursed.*

N. *Travel forms, including this Travel Policy, are available on Randnet under the Finance page.*

III. TRANSPORTATION

- A. *If authorized, employees should use County vehicles when available for in-county travel. If an employee chooses to use a personal vehicle when a County vehicle is available and appropriate for the travel, the employee will NOT be reimbursed for their travel expense.*
- B. *For travel by privately-owned vehicles, the IRS-approved business mileage rate will be reimbursed. In accordance with IRS regulations, daily travel from home to work (and vice versa) is defined as commuting, and NOT allowable mileage for reimbursement.*
- C. *Reimbursement shall be for direct mileage between the regularly scheduled worksite to the destination and return based on the most direct map mileage, plus reasonable and prudent travel to obtain meals or conduct business in the same city. In the case where an employee leaves from home and is closer to the destination than the primary worksite, the reimbursement will be for the shorter mileage.*
- D. *For transportation by air, bus, railroad, taxi, or other conveyance, the actual fare will be reimbursed. The County will not pay for first-class air travel. Travel insurance is an allowable expense, if approved by the department head. Reimbursement for driving a private auto may not exceed the commercial airfare.*
- E. *With prior written authorization from the County Manager, the cost of renting an automobile will be allowed if it is determined that no other mode of transportation is as economical or practical. For reimbursement, a validated paid receipt must be attached to the traveler's Employee Travel Expense Report, or if applicable, their Purchase Card Statement. When renting vehicles, the traveler should not purchase any additional insurance (collision, theft, vandalism, etc.). Any accidents or damages to a rental car, other vehicles, persons or properties, caused by rental vehicle operated by a County traveler is covered under the County's insurance program.*

IV. LODGING

- A. *The County will reimburse actual reasonable hotel/motel room charges. The department head will determine what constitutes a reasonable charge, taking into consideration the location and length of stay. Lodging will not be paid if a conference is held in Randolph County.*
- B. *Daily hotel/motel room expenses are to be reported as incurred on the date on which the night's lodging begins.*

V. CANCELLATIONS

- A. *In the event of canceled travel plans, it is the employee's responsibility to pursue all available refunds. The County will reimburse non-refundable costs if the cancellation is the result of a County action, an emergency, or any other situation deemed reasonable by the appropriate department head or supervisor.*
- B. *In order to be reimbursed, the non-refundable items must be reported to the Finance Office on the Employee Travel Expense Report, with any supporting documentation.*

VI. MEAL REIMBURSEMENT

- A. *Expenses for meals are reimbursable when the employee is traveling out of the county on County business, limited to the applicable per diem meal rates. County purchase cards should not be used for meals. No receipt is required except as otherwise noted.*
- B. *Randolph County will reimburse employees for meal costs using federal per diem rates as published by the U.S. General Services Administration (GSA). GSA provides rates within six tiers, the highest tier being the most expensive destinations. The total daily per diem consists of separate amounts per meal. The employee will be reimbursed the specific meal per diem rates applicable to the out-of-county location. Current website link is <http://www.gsa.gov/portal/category/100120>.*
- C. *Each day's eligible meal expenses must be reported separately (i.e. breakfast, lunch and dinner) on a daily basis. For overnight travel, all meals will be reported on the Employee Travel Expense Report. For day trips, all meal costs will be claimed on the Request for Meal Reimbursement – Day Travel form.*
- D. *When certain meals are included as part of the hotel fee (e.g. continental breakfast), or a general conference or registration fee (e.g. lunch), the employee is not eligible to claim the applicable meal reimbursement rate outlined above. Separate meal fees included as part of a conference will be paid at the rate charged (documentation required). However, the per diem meal reimbursement rate outlined above will not be reimbursed.*
- E. *When overnight stay is required, expenses for meals for partial days of travel may be reimbursed when the partial day is the day of departure or the day of return in conjunction with an overnight stay. A statement noting the circumstances including departure time and return time shall be submitted on the reimbursement form:*
- *Breakfast - Depart scheduled worksite before 6:00 a.m.*
 - *Lunch - Depart scheduled worksite before 10:00 a.m. (day of departure) or return to scheduled worksite after 2:00 p.m. (day of return).*
 - *Dinner - Depart scheduled worksite before 4:00 p.m. (day of departure) or return to scheduled worksite after 8:00 p.m. (day of return).*
- F. *When overnight stay is not required, reimbursement for meals while an employee is out of the county for the day is allowed if the employee is on County business at meal time, periods as defined below. The meal(s) may be reimbursed at the rate outlined in Section VI.C. above on the Request for Meal Reimbursement – Day Travel form.*

- *Breakfast - Depart scheduled worksite before 6:00 a.m. and return to scheduled worksite after 10:00 a.m.*
- *Lunch - Depart scheduled worksite before 10:00 a.m. and return to scheduled worksite after 2:00 p.m.*
- *Dinner - Depart scheduled worksite before 4:00 p.m. and return to scheduled worksite after 8:00 p.m.*

G. In accordance with Internal Revenue Service regulations, meal reimbursement for day travel is considered a taxable fringe benefit. The Request for Meal Reimbursement – Day Travel form will be processed through payroll direct deposit rather than through regular accounts payable. All applicable income and payroll taxes will be withheld.

VII. OTHER EXPENSES

A. Allowable expenses are those appropriately classified as a necessary travel expense but which are not considered transportation, meals, or lodging. Receipts are required to substantiate claims for the following types of costs:

- 1. Road, bridge, and ferry tolls*
- 2. Parking fees*
- 3. Bus, taxi and subway fares.*

B. Non-allowable personal expenses include, but are not limited to:

- 1. Laundry, phone calls, newspapers, etc.*
- 2. Entertainment, alcoholic beverages, snacks*
- 3. Tips, paid room service, valet, and other such services*
- 4. Traffic violations such as, but not limited to, parking and speeding tickets are the responsibility of the traveler and will not be reimbursed.*

VIII. EFFECTIVE DATE

This policy shall become effective January 1, 2015 and replaces the Randolph County Travel Policy adopted January 1, 2000 and last amended on October 6, 2005.

Board of Commissioners Planning Retreat

Chairman Frye said the Board typically holds a board retreat in order to become better informed on current topics and that Finance Officer Will Massie presented dates in the agenda packet that the RCC Foundation Conference room is available.

After discussion, the Board agreed to set 12 noon on Thursday, March 5, 2015, for a Board of Commissioners Planning Retreat at the RCC Foundation Conference Center.

Request to Amend the 2015 Board of Commissioners Regular Meeting Schedule

Vice Chairman explained that the Legislative Goals Conference had been moved to the last week of February instead of the usual first week of March. He requested that the regular meeting be moved back to the first Monday in March (March 2) instead of on March 9th. An amended resolution setting regular meetings will be included on the January consent agenda for Board approval.

On motion of Kemp, seconded by Allen, the Board voted unanimously to change the March meeting date to March 2, 2014.

Approval of Budget Amendment for Randolph Community College Capital Project

Finance Officer Will Massie said the Randolph Community College Board of Trustees has requested that Randolph County utilize the funds made available from the Article 46 sales tax at the November meeting to renovate the former J.P. Bost Neckwear Company facility into the Cosmetology Center. He said with approval of this budget amendment that RCC can obtain state approval and move the project forward. Mr. Massie said they have paid back the loan they had received and that monies were accumulating in the capital project fund and that the funds are available to do this project as this time.

On motion of Kemp, seconded by Lanier, the Board voted unanimously to approve RCC Capital Project Ordinance Amendment # 3 for the building renovation at the former J.P. Bost Neckwear Company building for the Cosmetology Center, as follows:

<i>RCC Capital Project Ordinance —Budget Amendment #3</i>		
<i>Revenues</i>	<i>Increase</i>	<i>Decrease</i>
<i>Transfer from General Fund</i>	<i>\$1,545,000</i>	
<i>Appropriations</i>	<i>Increase</i>	<i>Decrease</i>
<i>Construction</i>	<i>\$1,215,000</i>	
<i>Professional Fees</i>	<i>\$205,000</i>	
<i>Site Development</i>	<i>\$125,000</i>	

Adjournment

At 8:35 p.m., on motion of Kemp, seconded by Lanier, the Board voted unanimously to adjourn.

Darrell L. Frye, Chairman

Phil Kemp

Arnold Lanier

Stan Haywood

David Allen

Amanda Varner, Clerk to the Board